



The HPD News

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Internal Investigations and Inspector General Commands

Internal Investigations

The Internal Investigations Command is directed by Assistant Chief M.I. Montalvo. She oversees the Internal Affairs Division which investigates complaints filed against employees of the Houston Police Department. The command office has the responsibility to review and track all Internal Affairs investigations and continually update the Chief of Police on the status of each case.

The Internal Affairs Division (IAD) is managed by a captain and is responsible for conducting reactive and proactive investigations of Class I complaints of misconduct, both criminal and administrative, by Houston Police Department employees. IAD also oversees the Citizen Review Committee which is responsible for review of excessive use of force, the discharge of firearms, incidents resulting in serious bodily injury or death, or any other investigation requested and approved for review by the Chief of Police.



Assistant Chief M. I. Montalvo, Internal Investigations Command

Inspector General

The Office of Inspector General (OIG) is authorized by the mayor as the central authority to investigate allegations made against City of Houston employees. Assistant Chief T.N. Oettmeier commands the Office of Inspector General.

There are four units in OIG: The Criminal Investigations Unit investigates allegations of criminal violations.

The Houston Fire Department Internal Affairs Unit conducts investigations into allegations of criminal or administrative wrongdoing within the Fire Department.

The Support Services Unit provides administrative support to the OIG. This includes performing intake duties, conducting inquiries and preliminary investigations, maintaining master files, and budgeting.

The Employee Relations Unit conducts "Title VII" investigations into allegations of discrimination involving age, disability, national origin, race, color, religion, retaliation, sex, and sexual harassment.



Assistant Chief T. N. Oettmeier, Office of Inspector General

Lose Holiday Fat At HPD Wellness Center

The holidays are over but the effects of eating too much turkey, dressing, and dessert will stay with some of us well into the new year. If you want to fight the 'battle of the bulge', the HPD Wellness Center is a good place to start. It is located on the 22nd floor at 1200 Travis. Officer Mark Caronna, a personal trainer at the Wellness Center, offers these recommendations before you set out to lose that extra weight:

- Visit your doctor and get a complete physical before starting any exercise program.
- Do not make losing weight your only goal. Work on changing your lifestyle, too.
- Keep a diary of what you ate and drank and at what times and take it to your doctor.
- Ask your doctor or a nutritionist ways that you can improve your eating habits.
- Take advantage of the health screenings offered at the Wellness Center including blood pressure checks, cholesterol level checks, and body composition analysis.

After you speak with your doctor, contact either Officer Caronna or Officer Michelle Losey at (713) 308-1298 for their advice in developing a fitness program.

Chief's Column

As a result of the most recent Meet & Confer Agreement, on January 1, 2002, classified officers of the rank of sergeant and above became "exempt officers" for purposes of compensation. This marks a significant cultural change within the Houston Police Department.

Somewhat expectedly, rumors are rampant concerning new policies and procedures associated with this change in payroll status. While I will not attempt to address all of the rumors concerning this issue, I do think it is important to address employees' legitimate concerns.

As with any new program, there are always discussions, debates, and brainstorming about how best to implement the new program. Some ideas are discussed and discarded. Other ideas are implemented, but found early on not to work. In the end, through a great deal of thoughtful discussion and consideration, and a little trial and error, the program is fully implemented. This is the exact

process that the department is currently undertaking with regards to the new exempt officer status. While the policies and procedures are still being developed and implemented, there are several underlying principles that will not change, and may help to alleviate some concerns.

First, exempt officers are compensated for completing their assigned duties. An employee does not get paid simply for showing up. When you report to work, you are expected to complete your assigned duties.

Second, exempt officers do not have a per se 40-hour workweek. The focus should be on fulfilling their assignments during their "work schedule", not their "work shift." The typical assignments for an exempt officer should on average take about 40 hours per week to accomplish, but there are times when they may take a little less or a little more.

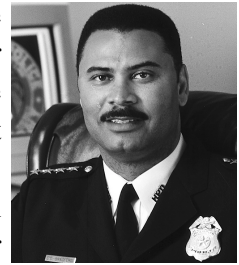
Third, when a special assignment or project warrants special consideration and extraordinary effort beyond the regular work

schedule, the exempt officer will be eligible for exempt time compensation on an hour-for-hour basis. It will be

up to the division manager to determine what assignments warrant special consideration and extraordinary effort and to manage their budget for exempt time compensation (time and/or pay).

Finally, off-duty court attendance by exempt officers will be compensated, and the exempt officer will have the election of straight time pay or exempt time credit.

Regardless of whether it is the implementation of a new program, or the retooling of an old policy, it is my steadfast goal that the Police Department provides a strong, safe, and friendly environment not only for the community it serves, but also for the men and women it employs. With that in mind, your patience and constructive input is always sought and greatly appreciated.



HPD's Asian Voice

Sixteen Asian Houston Police Officers formed the Law Enforcement Association for Asian Pacifics (LEAAP) in 1993. Since then, LEAAP has reached many of its goals by increasing the number of Asians in law enforcement, providing career assistance for Asian officers, and creating better relationships between the police and the Asian community.

LEAAP has eliminated cultural and ethnic barriers by allowing anyone to participate in its efforts. "It is not a criteria to be Asian or a law enforcement official to be a member," said Officer Edwin Lem, current president of LEAAP. "We welcome anyone who is interested in learning about our efforts and culture to join us." For more information, contact Officer Lem at (281) 230-2448.

Story Ideas?

This is **YOUR** newsletter. If you have an idea for a story in the HPD News or information you think your co-workers would be interested in reading, please share it with us. Call the Media Relations Office at 713-308-1800 and ask for a public information officer.

This Month In HPD History: January

The Houston Police Department celebrates its 160th birthday this month. On January 9, 1841, the Houston Police Force was established by the Houston Board of Aldermen (the predecessor to the Houston City Council) when they created the position of City Marshal, the equivalent to today's Chief of Police. The first City Marshal was Daniel Busely who was appointed on January 19, 1841, with only 10 officers on the force.

The functions of the Houston Police Force were quite different 160 years ago. On January 9, 1846, the mayor ordered City Marshal James Young to manage laborers working on a bridge until a committee could appoint someone that duty on a full-time basis. On January 27, 1847, a city ordinance was passed to quarantine smallpox patients in their homes. Officers were assigned to guard those homes to prevent smallpox patients from contacting healthy Houstonians.

January also marks the first time a former police chief was elected mayor. No, it was not Lee P. Brown, but it was another close race. In January 1875, City Marshal Isaac C. Lord became mayor with 1,117 votes. His opponent received 1,053 votes.



Courtesy of HPD Museum Collection. Earliest rendition of HPD Officers, taken in the late 1880s in downtown Houston.

Come Blow Your Horn

Responding to crime scenes and accidents is just part of what being a Houston police officer is all about. But for Officer Rene Gonzalez (Westside Division) there are other matters away from police work that allow him to express himself musically.

Officer Gonzalez, a trumpet player, is a member of Los Gallitos (The Little Roosters), one of Houston's most popular mariachi bands. Gonzalez has performed with the band for 25 years and is continuing a family tradition. His father and his uncles were all mariachis. Gonzalez began playing the trumpet when he was 15 at church functions. He has continued playing the trumpet as a member of The HPD Honor Guard, which participated in the mayor's recent inauguration ceremony.

Los Gallitos performed for former President George Bush and his son then Texas Governor George W. Bush at the installation of the Bush Library. They also played for Queen Elizabeth of England and other world leaders during the Economic Summit. But most weekends, you can find them performing locally at wedding receptions, Quinceaneras, or parades.

HPD News Available On Department Web Site

If you need back issues or missed an edition of the HPD News, you can access the archives online anytime at www.houstonpolicedepartment.com -- just click the "Newsletter" link.

While you are there, take a few minutes to get acquainted with the information we offer the public on our Web site. Recent updates include an expanded Recruiting section where potential cadets can register online for the Civil Service Examination.

Like Fathers, Like Sons

Twenty-five years ago, three cadets graduated at the top of Cadet Class 75 from the Houston Police Academy. Those same three men continue today to serve and protect as members of the Houston Police Department. But perhaps their proudest moment was shared recently when all three pinned badges on their respective sons as they graduated from Cadet Class 179.



HPD fathers and sons at Cadet Class 179's graduation from the Houston Police Academy. Pictured from left to right: Aaron Day, Craig Kivela, Benjamin Fletcher, Lieutenant Anthony Kivela, Sergeant Craig Fletcher, Officer Paul Day, and Chief C.O. Bradford.

As family and friends proudly looked on, Lieutenant Anthony Kivela (North Division), Sergeant Craig Fletcher (D.A.R.E.), and Officer Paul Day (North Division) each embraced their sons and were the first to welcome them as police officers to the Houston Police Department. Lieutenant Kivela said that it was a night he will never forget. "Old Dad was probably more nervous than he (son Craig) was throughout the whole process," said Lieutenant Kivela. Officer Kivela was the top honor graduate in his class and merited a Distinguished Expert in firearms training. He is assigned to Central Division.

Officer Paul Day knows all about being the top cadet in a class since he achieved that distinction in Cadet Class 75. Officer Day said the graduation reinforced the pride he feels in being a police officer. "I think what I'm most proud of is that my son told me he wanted to be an officer after watching what I did and how I have tried to help people over the years," said Officer Day. Officer Aaron Day is assigned to Central Division.

Sergeant Fletcher said walking up on the stage at the L.D. Morrison Police Training Academy at his son's graduation brought back a wonderful memory. "Here I was pinning the badge on my son, Benjamin, on the same stage that 17 years ago he had pinned my sergeant's badge on me when he was only six years old," said Sergeant Fletcher. "It was a special moment." Officer Fletcher merited a Distinguished Expert in firearms training and shared top honors in driver's training. He is assigned to North Division.

What To Ask Your Boss

Boost communication and build trust with your boss. *How?* Say what you need or expect from him or her. Be clear and concise, and the reactions may surprise you. *Examples:*

If you need more time, ask the boss for five minutes to discuss work progress. *Surprise:* Chances are, you will get at least twice that amount. Also, the boss's interest in your work will grow, so you will receive more feedback and input.

When you need some relief from the boss's watchful eye, offer to provide a detailed report. Outline the tools you are using and say that you will ask for more help should you need it. *Surprise:* This may turn a boss who is a hands-on hindrance into a delegation dream.

Source: Managing Your Boss, by John J. Gabarro and John P. Kotter.